

# Michigan Department of State Police Training Division



## 2005 Course Catalog

*"A Proud Tradition of Service Through Excellence, Integrity, and Courtesy"*

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# INTRODUCTION

## Academy Information

The Michigan State Police Training academy is located in the State Secondary Complex just off I-96, Lansing Road Exit 98A, at 7426 N. Canal Road, Lansing, Michigan, 48913. It is a seven story brick building on the east side of Canal Road.

This modern high-rise building, constructed in 1974, contains 104 dormitory rooms capable of accommodating 208 people. It includes complete food service facilities capable of seating 275 people.

The training facilities include eight classrooms of varying sizes to accommodate 30-70 people, a computer skills training center (Tech Lab), an auditorium with seating capacity for 250 people, and a training scenario house.

The indoor firearms range has 15 automated positions for firearms training with distances of up to 25 yards.

The Academy training pool is six lanes wide and 25 yards long. The gymnasium, cardio room, and weight room are available for Academy guests after 5 p.m., Monday through Friday.





# INTRODUCTION

## Training House

The Training House is a multi-purpose miniature version of a typical residential dwelling planned to provide a wide variety of training scenarios for the Academy staff and trainees.

Located adjacent to the Academy (immediately to the north), it is both convenient to use and easily accessible. It can be used for training scenarios as well as small group presentations.

The Training House and surrounding area typify a setting in which an officer would have to respond for a multitude of calls. Typical training situations could include approach techniques for complaints involving domestic disputes, breaking and entering, hostage situations and serving of warrants. By adding movable panels, the living room area can be utilized to simulate other settings, which could include the interior of a bank, store, or other typical crime situations.

Even the area surrounding the facility can be used for training purposes. Investigative techniques for major crimes include examining grounds for possible clues. The exterior includes typical areas found in most crime situations, such as grass, concrete, asphalt, and gravel.

For more information and reservations, please call (517) 322-1200.



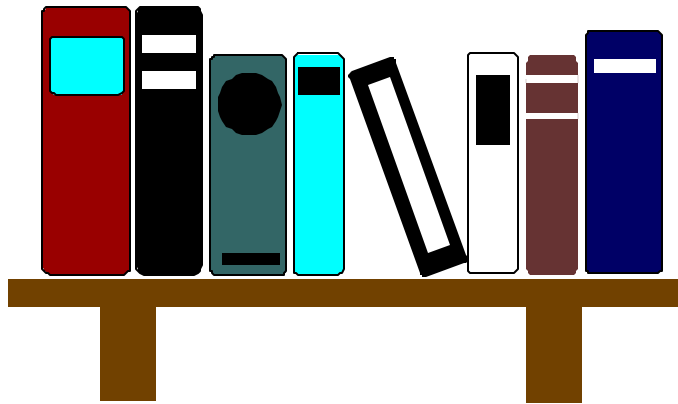
# INTRODUCTION

## Law Enforcement Resource Center

The Law Enforcement Resource Center is an educational, multimedia central depository that serves all Michigan law enforcement agencies, regional police training facilities, and academic institutions with criminal justice training programs.

Its purpose is to provide educational materials to help update and upgrade law enforcement practices across the state. The Center provides videos, slide/tape programs, microfiche, books, papers, periodicals, and electronic searches on a variety of law enforcement subjects. Subject areas include:

- Criminal Investigations
- First Aid
- Patrol Procedures
- Defense Techniques
- Law Enforcement Stress
- Police Psychology
- Driving Skills
- Management/Supervision
- Drug & Alcohol Training
- Many more topics



All Resource Center materials are available free of charge. Resource Center hours are 8 a.m. to noon, Monday through Friday.

Requests should be mailed to:

Law Enforcement Resource Center  
7426 N. Canal Road  
Lansing, Michigan 48913

Or phone:

(517) 322-5624

**All books and audiovisual materials must be returned U.P.S. or First Class Mail and insured.**

**Remember, all materials are first-come, first-served, so plan ahead and reserve.**

# INTRODUCTION

## Hazardous Materials Training Center

Hazardous materials surround us everyday, everywhere. As emergency personnel, it is likely that you will be the first to arrive at an incident involving hazardous materials. It is important for you to be aware of the types of hazardous materials transported and stored in your community, to be able to identify them when encountered, and where and how to obtain expert help.

Michigan's Hazardous Materials Training Center is unique in the country as the only facility of its type that was built by industry and donated to the state. Its purpose is to train public and private sectors in the areas of hazardous materials response and inspection activities.

The Center is located adjacent to the State Police Training Academy. The building and hands-on area occupy approximately 3.5 acres.

The majority of the Hazardous Materials Training Center programs have been developed to provide for maximum hands-on applications by participants. A variety of equipment used for the transportation and storage of hazardous materials, including rail cars, ISO shipping containers, above/below ground storage tanks, confined spaces, truck trailers, and drums, are available for students to use during training. Various pieces of equipment used in response and mitigation activities are also available.

All programs are designed to comply with existing state and federal rules and regulations requiring specific competencies. Instructors are selected based on their education and practical expertise to provide a comprehensive and meaningful learning environment.





# INTRODUCTION

## Precision Driving Facility

The Precision Driving Facility is located on a 42-acre site adjacent to the Michigan State Police Training Academy. The purpose of this facility is to provide emergency vehicle operations training to the law enforcement community. Advanced precision driving programs are offered to both in-state and out-of-state certified police officers. Enrollment is based upon availability and submission of the Training Division enrollment form.

Information about the Precision Driving Facility:

- One Mile Highway Response Course
- Nine Acre Precision Maneuvering Pad (700' x 500')
- Three Acre Skid Pad (500' x 200')
- Off Road Recovery Lane
- Classroom/Office/Observation Tower
- Seven full-time Staff Members
- Twenty-seven assigned vehicles
- Safety Equipment

Lodging and meals are available at the Training Academy.

Phone: (517) 322-1782  
Fax: (517) 322-0725



# TRAINING DIVISION ENROLLMENT FORM

## MAIL INQUIRIES TO:

MSP Student Enrollment  
7426 North Canal Road  
Lansing, Michigan 48913

Training Division TX: (517) 322-1200; FAX: (517) 322-6363

Precision Driving TX: (517) 322-1782; FAX: (517) 322-0725

## PLEASE PRINT

Program Title	Program Date or Preferred Training Month	
Student's Name (Rank, Last, First, MI)	Student's Social Security Number*	
Student's Email Address		
Department and Departmental ORI Number	Department Size Under 25 <input type="checkbox"/> 25-50 <input type="checkbox"/> 50-100 <input type="checkbox"/> 100-200 <input type="checkbox"/> 200+ <input type="checkbox"/>	
Street Address, City, State, Zip code	Area Code and Phone Number (    )	
Student's MCOLES Number (REQUIRED)  ***THIS IS A REQUIRED FIELD***	Area Code and FAX Number (    )	
Supervisor/Contact Person	Contact Person's Area Code and Phone Number (    )	
Lodging information Check if you require lodging <input type="checkbox"/> Check if you require lodging the night before program starts <input type="checkbox"/>	Male* <input type="checkbox"/> Female* <input type="checkbox"/>	

All tuition costs are calculated on a per/student basis. Costs for student's lodging at the Academy are based on arrival the first day of the program. If students require earlier lodging due to travel time we will make the necessary arrangements for an additional charge.

**CANCELLATION POLICY:** CANCELLATION OF ATTENDANCE SHOULD OCCUR 7 WORKING DAYS before the training course begins. Cancellations made within 7 working days will be charged the full training amount. Failure to cancel or "NO SHOW" will be charged the full cost of the course. Reservations are transferable within the department.

**PRECISION DRIVING UNIT CANCELLATION POLICY:** Cancellation should occur 2 weeks before the scheduled program begins. Failure to cancel or "NO SHOW" will be charged the full training fee (even if tuition was to be originally paid through a grant).

A violation of any academy or range rule will be grounds for immediate dismissal from a program. Should a dismissal be necessary, there will be no refund of the participant's tuition.

DO NOT INCLUDE YOUR TUITION MONEY WITH THIS ENROLLMENT FORM. YOU WILL BE SENT AN INVOICE AT A LATER DATE.

*\*This information is confidential. Disclosure of confidential information is protected by the Federal Privacy Act.*

MSP STUDENTS MUST COMPLETE THE FOLLOWING:	
Index	P.C.A.
Signature of Authorizing Person (Commander)	Date

(Machine copy as needed)

AUTHORITY: 1965 PA 203  
COMPLIANCE: Voluntary

# SUPERVISOR/LEADERSHIP PROGRAMS

## Supervisor Development (5 Days)

**SUPERVISOR DEVELOPMENT** (also known as "People Skills") was initially designed as a basic survival kit for new police sergeants. However, this program can enhance the effectiveness of any first-line supervisor. A variety of methods and resources will be used to facilitate learning: Lecture, reading, videotapes, self-assessment instruments, group discussions, and role-playing exercises. Much of the program is conducted in a self-paced format. The skill-building modules include:

- UNDERSTANDING PERSONALITY DIFFERENCES
- ETHICAL DECISION MAKING
- COACHING SKILLS
- SITUATIONAL LEADERSHIP
- MEDIA RELATIONS
- DISCIPLINE AND COUNSELING



**DATES:** January 10-14, 2005  
February 14-18, 2005  
April 11-15, 2005  
May 23-27, 2005  
July 18-22, 2005  
September 12-16, 2005  
October 31-November 4, 2005

**TUITION:** \$250 (Lunches only)  
\$400 (Lodging & Meals)

Additional charge for Sunday night lodging.

**CONTACT:** (517) 322-5174

**MCOLES REGISTERED**

## Leadership Development (5 Days)

**LEADERSHIP DEVELOPMENT** is designed primarily for the law enforcement lieutenant or upper-level manager, but can be taken by anyone seeking to broaden their organizational perspective. The goal is to help students balance management demands with leadership judgment. The program is taught through lecture, reading assignments, videotapes and self-assessment instruments. Each class will have one or more guest lecturers to instruct specialized topics. This course will include:

- 360 DEGREE FEEDBACK REVIEW
- STRATEGIC PLANNING
- PRINCIPLE-CENTERED LEADERSHIP
- ADMINISTRATIVE COURAGE
- TOTAL QUALITY MANAGEMENT
- MENTORING

**DATES:** March 14-18, 2005  
June 13-17, 2005  
August 1-5, 2005  
October 10-14, 2005  
December 5-9, 2005

**TUITION:** \$495 (Lunches only)  
\$645 (Lodging & Meals)

Additional charge for Sunday night lodging.

**CONTACT:** (517) 322-5174

**MCOLES REGISTERED**

# PROFESSIONAL DEVELOPMENT/ INSTRUCTOR TRAINING PROGRAMS

## Instructor Development (2 Weeks)

**INSTRUCTOR DEVELOPMENT** is designed to provide any instructor, regardless of experience, with all the skills necessary to design and implement a training program. The program is taught using the Criterion Referenced Instructional method, which allows the student to work through 29 skill-building modules at their own pace. Some of these modules are done individually and some are done as a group. We find this to be a very effective instructional method as it relates to student retention of the material the skill-building modules include:

- SIX PRESENTATIONS
- LESSON PLANNING
- VISUAL AID WORKSHOP
- WRITING OBJECTIVES
- PREPARING CRITERION TESTS
- LEARNING DEVICES

**DATES:** April 18-29, 2005  
September 26-October 7, 2005

**TUITION:** \$540 (Lunches only)

\$880 (Lodging & Meals)

Additional charge for Sunday night lodging.

**CONTACT:** (517) 322-5174

**MCOLES REGISTERED**

## Presentation Skills (3 Days)

**PRESENTATION SKILLS** is designed to provide a speaker with the expertise necessary to put on a "good show." Students work through 16 lessons pertaining to program development and actually give three presentations. The skill-building lessons include:

- THREE PRESENTATIONS
- LESSON PLANNING
- VISUAL AID WORKSHOP
- AUDIENCE NEEDS
- PRESENTATION OBJECTIVES
- POWERPOINT COMPUTER SKILLS

**DATES:** January 12-14, 2005  
March 9-11, 2005  
September 14-16, 2005  
December 7-9, 2005

**TUITION:** \$165 (Lunches only)

\$245 (Lodging & Meals)

Additional charge for Sunday night lodging.

**CONTACT:** (517) 322-5174

**MCOLES REGISTERED**

**Speaking  
skills are  
absolutely  
essential to  
those who  
aspire to  
positions of  
leadership.**

# FIREARMS PROGRAMS

## Firearms Instructor School (2 Weeks)

**FIREARMS INSTRUCTOR SCHOOL** is designed to train officers with the skills needed to become a firearms instructor. The nature of police work in today's society requires all officers to be educated on the proper use of deadly force, thereby making the role of the firearms instructor critical. Law enforcement agencies throughout Michigan instruct their officers in firearms training by using personnel within their own organization. Quality instruction is necessary to insure these in-house instructors have the skills necessary to train their own personnel. This course will include training on:

- SEMI-AUTOMATIC PISTOL
- REVOLVER
- SHOTGUN
- TRAINING TECHNIQUES FOR EACH WEAPON
- INSTRUCTOR DEVELOPMENT
- VICARIOUS LIABILITY AWARENESS

**DATES:** March 7-18, 2005  
June 13-24, 2005

**TUITION:** TO BE ANNOUNCED  
(Pending Grant Approval)

**Please call for prices after January 1, 2005**

Additional charge for Sunday night lodging.

**CONTACT:** (517) 322-5174

**MCOLLES REGISTERED**

## \*Firearms Instructor Update (3 Days)

**FIREARMS INSTRUCTOR UPDATE** is designed to keep current firearms instructors up to date on new training techniques being utilized in the area of firearms training. It is important that firearms instructors are brought up to date on force continuum issues, chemical munitions, survival stress training, and legal matters. This course will include:

- LEGAL UPDATE
- NEW SHOOTING TECHNIQUES
- TRANSITION DRILLS
- FAA TRAINING
- FORCE CONTINUUM
- CHEMICAL MUNITIONS
- SURVIVAL STRESS TRAINING



**\*PREREQUISITE:** Students must have successfully completed the two week MSP Firearms Instructor School.

**DATES:** May 10-12, 2005

**TUITION:** TO BE ANNOUNCED  
(Pending Grant Approval)

**Please call for prices after January 1, 2005**

Additional charge for Sunday night lodging.

**CONTACT:** (517) 322-5174

**MCOLLES REGISTERED**



# PRECISION DRIVING PROGRAMS

## **\*Advanced Precision Driving (5 Days)**

**ADVANCED PRECISION DRIVING** is a 40-hour program aimed at the in-service officer. The curriculum includes 30 hours of hands-on training and 10 hours of classroom instruction. The areas covered in class and reinforced during practical exercises are:

- VEHICLE DYNAMICS
- VEHICLE MAINTENANCE
- DEFENSIVE DRIVING
- PERFORMANCE DRIVING
- SKID CONTROL
- CIVIL LIABILITY
- PURSUIT DRIVING
- NIGHT DRIVING

Students will also participate in vision and brake reaction testing. A written examination will be completed. Final summary results of all test areas will be sent to the agency upon completion of training.



Class size is limited to 15 students to allow a 3-to-1 student/instructor ratio.

Michigan State Police patrol vehicles will be provided for all driving exercises.

**DATES:** Please call for dates after January 1, 2005

**TUITION:** \$670 (Covers meals & lodging beginning Monday through Friday lunch)

\$700 (Covers meals & lodging beginning Sunday night through Friday lunch)

\$550 (Covers lunches Monday through Friday and Thursday night drive lodging)

\$520 (Covers lunches only, no lodging)

**CONTACT:** Precision Driving Unit, (517) 322-1782

**\*PREREQUISITE: (*Mandatory for successful completion of program*)** Officers registering for Advanced Precision Driving Program must:

- Be a certified police officer
- Participate in the entire 40 hour program (court appearances, etc., must be rescheduled)

**MCOLs REGISTERED**

# PRECISION DRIVING PROGRAMS

## \*Precision Driving Instructor Program (2 Weeks)

**PRECISION DRIVING INSTRUCTOR PROGRAM** is designed to provide training to those individuals who will be actively involved in the training of other police officers, both in-service and at the recruit level.

The 80 hour course will consist of classroom training covering such areas as:

- VEHICLE DYNAMICS
- CIVIL LIABILITY/LEGAL ISSUES
- DEFENSIVE DRIVING
- SKID CONTROL
- PERFORMANCE DRIVING
- NIGHT DRIVING
- INSTRUCTOR DEVELOPMENT TECHNIQUES
- IN-CAR ROLE REVERSAL EXERCISES

Also included in the program will be practical driving exercises consisting of serpentine, evasive maneuvering, controlled braking, precision maneuvering, skid control, performance driving, night driving and a cumulative skills assessment. Michigan State Police patrol vehicles will be provided for all driving exercises.



Class size is limited to 10 students to allow a 2-to-1 student/instructor ratio.

**DATES:** Please call for dates after January 1, 2005

**TUITION:** \$1,480 (Covers meals & lodging beginning Monday through Friday lunch, no weekend lodging)

\$1,540 (Covers meals & lodging beginning Sunday night through second Friday lunch, no weekend lodging)

\$1,590 (Covers meals & lodging beginning Sunday night through second Friday lunch, weekend lodging included)

\$1,220 (Covers lunches Monday through Friday and Thursday night drive lodging)

\$1,190 (Covers lunches only, no lodging)

**CONTACT:** Precision Driving Unit, (517) 322-1782

**\*PREREQUISITE: (*Mandatory for successful completion of program*)** Officers registering for Precision Driving Instructor Program must:

- Have previously attended the 40 hour MSP Advanced Precision Driving Program or provide written curricula, **in advance**, of all driver training programs successfully completed and endorsed by the MSP Precision Driving Unit.
- Participate in the entire 80 hour program (court appearances, etc., must be rescheduled)

**MCOLES REGISTERED**

# PRECISION DRIVING PROGRAMS

## Emergency/Pursuit Driving Program (3 Days)

**EMERGENCY/PURSUIT DRIVING** is designed to provide training to police officers in simulated pursuit situations.

The course consists of a behind-the-wheel review of skid control and performance driving, classroom instruction on pursuit driving and liability issues, and simulated pursuit situations on two different courses. Michigan State Police patrol vehicles will be provided for all driving exercises.

Class size is limited to 10 students to allow a 2-to-1 student/instructor ratio.

**DATES:** Please call for dates after January 1, 2005

**TUITION:** \$379 (Covers meals & lodging beginning Monday through Wednesday lunch)

\$409 (Covers meals & lodging beginning Sunday night through Wednesday lunch)

\$299 (Covers lunches only, no lodging)

**CONTACT:** Precision Driving Unit, (517) 322-1782

**\*PREREQUISITE:** (*Mandatory for successful completion of program*) Officers registering for the Emergency/Pursuit Driving Program must:

- Be a certified police officer
- Have previously attended the 40 hour MSP Advanced Precision Driving Program or provide written curricula, **in advance**, of all driver training programs successfully completed and endorsed by the MSP Precision Driving Unit.
- Participate in the entire 3 day program (court appearances, etc., must be rescheduled)



**MCOLES REGISTERED**

# PRECISION DRIVING PROGRAMS

## \*Refresher Driving Program (2 Days)

The **REFRESHER DRIVING PROGRAM** has been created to sharpen the skills of officers who have completed the MSP 40 Hour Advanced Precision Driving Program.

Instruction will focus on:

- CIVIL LIABILITIES
- LEGAL ISSUES
- VEHICLE DYNAMICS
- SKID CONTROL
- PERFORMANCE DRIVING
- DEFENSIVE DRIVING
- NIGHT DRIVING
- SERPENTINE
- EVASIVE MANEUVERING
- CONTROLLED BRAKING
- PRECISION MANEUVERING

Class size is limited to eighteen (18) students. Michigan State Police patrol vehicles will be provided for all driving exercises.

**DATES:** Please call for dates after January 1, 2005

**TUITION:** \$240 (Covers meals & lodging)

\$270 (Covers meals & lodging beginning with the night prior to the program)

\$200 (Covers lunches only)

**CONTACT:** Precision Driving Unit  
(517) 322-1782

**\*PREREQUISITE:** (*Mandatory for successful completion of program*) Officers registering for the Refresher Driving Program must:

- Have previously attended the 40 hour MSP Advanced Precision Driving Program.

**MCOLES REGISTERED**

## Defensive Driving Program (4 Hours)

The **DEFENSIVE DRIVING PROGRAM** provides defensive driving lectures to requesting agencies. Instruction is centered around the following:

- DEFINITION OF DEFENSIVE DRIVING
- FOUR BASIC DRIVING PATTERNS
- BASIC SKILLS TO REDUCE TRAFFIC COLLISIONS
- USE OF OCCUPANT PROTECTION SYSTEMS (SEATBELTS)
- CHARACTERISTICS OF A GOOD LAW ENFORCEMENT OFFICER

**DATES:** Limited Number of Programs. Please call for availability.

**TUITION:** \$15 per student (no meals or Lodging)

**CONTACT:** Precision Driving Unit  
(517) 322-1782





# PRECISION DRIVING PROGRAMS

## **\*Police Motorcycle Operator Program (2 Weeks)**

The **POLICE MOTORCYCLE OPERATOR PROGRAM** is an 80-hour program aimed at the police motorcycle officer. The curriculum includes 75 hours of hands-on training and 5 hours of classroom instruction. The areas covered in class and reinforced during practical exercises are:

- DEFENSIVE DRIVING
- CURVE NEGOTIATION
- TRAFFIC STOPS AND ESCORTING
- LOW SPEED TIGHT MANEUVERING
- EVASIVE MANEUVERING
- CONTROLLED BRAKING
- WRITTEN EXAMINATION
- CUMULATIVE SKILLS EXAMINATION

Class size is limited to 6-8 students to allow a 2-to-1 student/instructor ratio.

Michigan State Police Harley-Davidson motorcycles will be provided for all aspects of the program.



**DATES:** Please call for dates after January 1, 2005

**TUITION:** \$1,480 (Covers meals & lodging beginning Monday through Friday lunch, no weekend lodging)

\$1,540 (Covers meals & lodging beginning Sunday night through second Friday lunch, no weekend lodging)

\$1,590 (Covers meals & lodging beginning Sunday night through second Friday lunch, weekend lodging included)

\$1,190 (Covers lunches only, no lodging)

**CONTACT:** Precision Driving Unit, (517) 322-1782

**\*PREREQUISITE: (*Mandatory for successful completion of program*)** Officers registering for Police Motorcycle Operator Program must:

- Be a certified police officer
- Have motorcycle riding experience
- Participate in the entire 80 hour program (court appearances, etc., must be rescheduled)

**MCOLES REGISTERED**



# PRECISION DRIVING PROGRAMS

## Police Motorcycle Refresher Program (3 Days)

The **POLICE MOTORCYCLE REFRESHER PROGRAM** is a 24-hour program aimed at the police motorcycle officer. The curriculum includes 22 hours of hands-on training and 2 hours of classroom instruction. The areas covered in class and reinforced during practical exercises are:



- DEFENSIVE RIDING
- CURVE NEGOTIATION
- LOW SPEED TIGHT MANEUVERING
- EVASIVE MANEUVERING
- CONTROLLED BRAKING
- PRACTICAL CUMULATIVE SKILL EVALUATION

Class size is limited to 6-8 students to allow a 2-to-1 student/instructor ratio.

Michigan State Police Harley-Davidson motorcycles will be provided for all aspects of the program.

**DATES:** Please call for dates after January 1, 2005

**TUITION:** \$379 (Covers meals & lodging beginning Monday through Wednesday lunch)

\$409 (Covers meals & lodging beginning Sunday night through Wednesday lunch)

\$299 (Covers lunches only, no lodging)

**CONTACT:** Precision Driving Unit, (517) 322-1782

**\*PREREQUISITE:** (*Mandatory for successful completion of program*) Officers registering for the Police Motorcycle Refresher Program must:

- Be a certified police officer
- Have previously attended the 80 hour MSP Police Motorcycle Operator Program or provide written curricula, **in advance**, of all driver training programs successfully completed and endorsed by the MSP Precision Driving Unit.
- Participate in the entire 3 day program (court appearances, etc., must be rescheduled)

**MCOLES REGISTERED**

# DETECTIVE/INVESTIGATOR PROGRAMS

## Basic Narcotics School (5 Days)

The **BASIC NARCOTICS SCHOOL** consists of basic narcotics training in informants, laboratory testing, drug identification, courtroom testimony, field work, technical equipment, and conspiracies. Recommended for **undercover** officers who are preparing to enter a narcotics unit or who have less than 6 months experience with a narcotics unit.

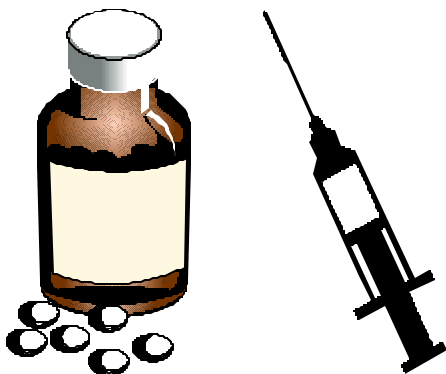
**Registration priority will be given to MSP Drug Task Force teams. Other registrations will be considered on a first-come, first-serve basis as openings are available.**

**DATES:** February 14-18, 2005  
May 23-27, 2005

**TUITION:** \$160 (Lunches only)  
\$310 (Lodging & Meals)

Additional charge for Sunday night lodging.

**CONTACT:** (517) 322-5174



**MCOLs REGISTERED**

## \*Advanced Narcotics School (5 Days)

The **ADVANCED NARCOTICS SCHOOL** is based on a practical scenario that develops and progresses through the week, incorporates a mock court trial, and discusses conspiracy cases. Recommended for undercover officers who have previously attended the Basic Narcotic School, first-line supervisors of any undercover operation, and team leaders of narcotics, auto theft, or stolen property teams using undercover operations.

**Registration priority will be given to MSP Drug Task Force teams. Other registrations will be considered on a first-come, first-serve basis as openings are available.**

**DATES:** March 21-25, 2005  
July 11-15, 2005

**TUITION:** \$200 (Lunches only)  
\$350 (Lodging & Meals)

Additional charge for Sunday night lodging.

**CONTACT:** (517) 322-5174

**\*PREREQUISITE:** Students must have successfully completed the 5-day MSP Basic Narcotics School.



**MCOLs REGISTERED**

# DETECTIVE/INVESTIGATOR PROGRAMS

## Homicide Investigation Training (4 Days)

The **HOMICIDE TRAINING SEMINAR** is designed for detectives in the field. Training includes a practical exercise in which attendees will team up, develop leads, and seek warrants for a suspect, using the campus of Michigan State University. This program is sponsored by the Michigan State University School of Criminal Justice and the Michigan State Police Investigative Services Bureau, and coordinated by the Michigan State Police Training Division.

Class size is limited. Students should bring their own homicide kits, if available. Suggested items are:

- GLOVES
- SKETCH PAD
- SWAB KIT
- 35MM CAMERA & FILM
- LATENT PRINT KIT
- BLOOD COLLECTION KIT
- TAPE MEASURE
- CASTING KITS
- TOOL KIT



**DATES:** June 27-30, 2005

**TUITION:** Fee can be obtained from the MSU School of Criminal Justice

**CONTACT:** MSU School of Criminal Justice  
(517) 355-9648  
or  
MSP Training Division  
(517) 322-5174

**MCOLES REGISTERED**

## Raid Entry School (3 Days)

The **RAID ENTRY SCHOOL** is geared toward narcotics raid entry procedures, and is presented with the Emergency Support Unit. Seven hours of classroom instruction on planning strategy and safety aspects are followed by twelve hours of practical exercise scenarios, addressing entry procedures, building searches and vehicle stops.

Officers will supply their own weapons, vests, raincoats, heavy boots and head protection. The school will involve live-fire and simunition scenarios. Ammunition provided for 9mm and .40 only.

**DATES:** May 10-12, 2005  
May 17-19, 2005  
August 9-11, 2005  
August 16-18, 2005

**TUITION:** \$190 (Lunches only)  
\$300 (Lodging & Meals)

**CONTACT:** (517) 322-5174



**MCOLES REGISTERED**

# DETECTIVE/INVESTIGATOR PROGRAMS

## Basic Detective School (5 Days)

**BASIC DETECTIVE SCHOOL** is a 40-hour program designed for the new detective/investigator and includes classroom lectures and workshops. Topics of instruction include:

- SEARCH & SEIZURE
- WITNESS INTERVIEWING
- ARSON INVESTIGATION
- FORENSIC PATHOLOGY
- AUTO THEFT INVESTIGATIONS
- FORENSIC ARTISTS
- LAB UPDATES & REVIEW
- CHILD ABUSE INVESTIGATION
- TECHNICAL SERVICES
- INTELLIGENCE GATHERING & INFORMATION PROCESS
- EXTREMIST GROUPS
- COMPUTER CRIMES
- FRAUD & ID THEFT
- CONFIDENTIAL INFORMANTS



**DATES:** January 31-February 4, 2005

**TUITION:** \$200 (Lunches only)

\$350 (Lodging and meals)

Additional charge for Sunday night lodging.

**CONTACT:** (517) 322-5174



**MCOLES REGISTERED**



# COMPUTER TRAINING COURSES

The Michigan State Police provides computer training for the following products:

- Microsoft Access
- Microsoft Excel
- Microsoft Powerpoint
- Microsoft Word

This training is available to public sector employees. Training is held at the Michigan State Police Training Academy Tech Lab.

Space is limited to 20 seats per session.

Course cost includes training materials and lunch. If lodging, the cost also includes your room, breakfast and dinner. All meals and lodging are provided at the Training Academy. Lodging is based on a double occupancy rate.

The Training Academy has elected to use the Shelly/Cashman series of training manuals. These are the same manuals used at colleges and universities. Each course will cover introductory concepts through advanced concepts. Each course is primarily taught in a self-paced format with some instructor-lead lectures. Basic computer skills are encouraged, but not required.

**CONTACT:** (517) 322-5174



## **MICROSOFT ACCESS (3 Days)**

Access is a multi-relational database software, which is used to store and analyze data.

**HOURS:** 9AM-4PM  
**COST:** \$155 (Lunches only)  
\$235 (Lodging & meals)  
**DATES:** January 19-21, 2005  
June 20-22, 2005

## **MICROSOFT EXCEL (2 Days)**

Excel is a spreadsheet software, which is used to create complex tables for analyzing financial or statistical data.

**HOURS:** 9AM-4PM  
**COST:** \$120 (Lunches only)  
\$160 (Lodging & meals)  
**DATES:** February 17-18, 2005  
July 18-19, 2005

## **MICROSOFT POWERPOINT (2 Days)**

Powerpoint is a presentation software, which is used to create on-screen presentations or handouts.

**HOURS:** 9AM-4PM  
**COST:** \$120 (Lunches only)  
\$160 (Lodging & meals)  
**DATES:** March 24-25, 2005  
August 22-23, 2005

## **MICROSOFT WORD (2 Days)**

Word is used for word processing in order to create a variety of documents.

**HOURS:** 9AM-4PM  
**COST:** \$120 (Lunches only)  
\$160 (Lodging & meals)  
**DATES:** May 19-20, 2005  
October 17-18, 2005

**MCOLES REGISTERED**



# LAW ENFORCEMENT IN-SERVICE SCHOOL

The **LAW ENFORCEMENT IN-SERVICE SCHOOL** is for certified local law enforcement officers and will provide training on:

- METHAMPHETAMINE AWARENESS
- LEGAL UPDATE
- RANGE 3000
- SIMUNITION BUILDING SEARCHES & FELONY STOPS
- TERRORISM AWARENESS INCIDENT MANAGEMENT SYSTEM
- TACTICAL SHOTGUN
- COMPUTER CRIMES
- PURSUIT DECISION MAKING

**DATES:** TO BE ANNOUNCED AFTER JANUARY 1, 2005 (Pending Grant Approval)

**TUITION:** TO BE ANNOUNCED AFTER JANUARY 1, 2005 (Pending Grant Approval)

**PLEASE DO NOT USE THE REGISTRATION FORM IN THIS CATALOG TO REGISTER FOR THIS COURSE**

**LOCATION:** Michigan State Police Training Academy  
7426 N. Canal Road  
Lansing, Michigan 48913

**EQUIPMENT NEEDED:** Duty Belt                      Body Armor  
Fatigues                      Outdoor clothing (suitable for outdoor simunitions)  
Car duty jacket

**PARKING:** In student lot **only**.

**CONTACT:** Nancy Shaffer, (517) 322-6319 or by email [shaffen@michigan.gov](mailto:shaffen@michigan.gov)  
for program dates and proper registration form.

**PROGRAM COORDINATOR:** Sgt. Lisa Rish, (517) 322-5597

**REGISTRATION DEADLINE:** Please **FAX** one registration form, for each participant, as soon as possible, to hold a spot for any particular school. An invoice will be faxed to you, indicating amount owed.

- PAYMENT MUST BE RECEIVED TWO WEEKS PRIOR TO THE CLASS
- CLASS SIZE IS LIMITED TO 16
- REGISTRATIONS ARE ACCEPTED ON A FIRST COME, FIRST SERVED BASIS
- MAXIMUM OF TWO OFFICERS FROM ONE AGENCY FOR ANY ONE SCHOOL

**PLEASE DO NOT USE THE REGISTRATION FORM IN THIS CATALOG TO REGISTER FOR THIS COURSE**

**MCOLES REGISTERED**

# HAZARDOUS MATERIALS TRAINING PROGRAMS

## *Training those who respond!*

The **MICHIGAN HAZARDOUS MATERIALS TRAINING CENTER** provides an ever-expanding and comprehensive program of cost effective training for public and private sector agencies responsible for hazardous materials planning, response and cleanup. Over the past several years, specialized and technical rescue programs have also become part of the Center curriculum offerings making the facility an integral part of Michigan's effort at being a national leader in emergency training for hazardous materials, technical rescue and terrorism planning and response.

Courses and workshops are developed to meet or exceed the variety of planning and training requirements and recommendations of OSHA, EPA, MIOSHA, NFPA, MDPH-EMS, and others. On-site courses are conducted at the Center's four-acre site adjacent to the Michigan State Police Training Academy in Lansing. Due to the extensive hands-on nature of many of these programs, the Center utilizes a variety of training and simulation aids including railroad cars, highway tank trailers, above/below ground storage tanks, confined spaces, and personal protective clothing and equipment – all intended to provide a realistic training environment. Upon successful completion of a course, students are issued a Michigan State Police certificate of training.

### **OFF-SITE TRAINING**

The HMTC continues to expand the ability to develop and deliver planning resources and training programs to you and your employees at your facility, or a facility near you. The Training Center Staff is also available to develop specific courses for your facility based on the activities your personnel are expected to perform. All training services are designed to enable you to comply with federal and state regulations.

### **COURSE OFFERINGS INCLUDE:**

- Chemistry
- Confined Space Rescue
- Emergency Hazardous Materials Response
- Hazardous Waste Worker Compliance
- Incident Command and Management
- Monitoring and Sampling of Air and Hazardous Materials
- Railroad Transportation Response
  - Cargo Tank
  - Intermodal
  - Rail Tank Car
- Technical Rescue
- High Angle Rescue
- Specialty Courses, Workshops and Conferences
- Terrorism Incident Planning and Response



**CONTACT:** Michigan Hazardous Materials Training Center  
7426 Osborn  
Lansing, Michigan 48913  
Phone: (517) 322-1190  
Fax: (517) 322-6442



**CHECK OUT OUR WEBSITE LOCATED AT [WWW.HAZMATEMS.COM](http://WWW.HAZMATEMS.COM)**

# FIRE INVESTIGATION PROGRAMS

## Fire Investigation I School (2 Weeks)

**FIRE INVESTIGATION I SCHOOL** is an 80-hour program presented by the Michigan State Police, Criminal Investigation Division. The program is nationally accredited and is recognized as a leader in fire investigation training. The purpose of the program is to provide investigators with a solid foundation of fire investigation skills. A variety of methods and resources will be utilized to facilitate learning, including classroom lecture and hands-on training. Classes include:

- ORIGIN AND CAUSE DETERMINATION
- ACCIDENTAL FIRE CAUSES
- INCENDIARY FIRE CAUSES
- FIRE CHEMISTRY
- FIRE SUPPRESSION
- PHOTOGRAPHY
- SKETCHING & REPORT WRITING
- EVIDENCE COLLECTION
- MOTIVES
- INSURANCE
- INTERVIEW & INTERROGATION
- VEHICLE FIRES
- COURTROOM TESTIMONY

**DATES:** April 18-29, 2005  
**Application Deadline:**  
February 18, 2005

September 12-23, 2005  
**Application Deadline:**  
July 8, 2005

**TUITION:** \$600  
\$800 Non-Resident

**USE TRAINING APPLICATION ON  
PAGE 28 FOR REGISTRATION**

**CONTACT:** Jim Porcello  
(517) 336-6650

George Lutz  
(517) 336-6634



**MCOLES REGISTERED**

# FIRE INVESTIGATION PROGRAMS

## \*Fire Investigation II School (5 Days)

**FIRE INVESTIGATION II SCHOOL** is a 40-hour program presented by the Michigan State Police, Criminal Investigation Division. The primary purpose is to build upon the skills learned by the students in the Fire Investigation I School. Classes include:



- EXPERT TESTIMONY
- ELECTRICAL FIRE INVESTIGATION
- LP GAS FIRE INVESTIGATION
- ARSON PROFILING
- NATURAL GAS FIRE INVESTIGATION
- ACCOUNTING
- INSURANCE/EXAM UNDER OATH
- ADVANCED INTERROGATION

**DATES:** March 14-18, 2005

**Application Deadline:**  
February 4, 2005

**TUITION:** \$300  
\$400 Non-Resident

**USE TRAINING APPLICATION ON PAGE 28 FOR REGISTRATION**

**CONTACT:** Jim Porcello  
(517) 336-6650

George Lutz  
(517) 336-6634

**\*PREREQUISITE:** Students registering for the Fire Investigation II School must:

- First attend the MSP/CID Fire Investigation I School. Contact MSP/CID for special instructions regarding equivalent program information.

**MCOLES REGISTERED**



# FIRE INVESTIGATION PROGRAMS

## **\*Vehicle Fire Investigation (5 Days)**

**VEHICLE FIRE INVESTIGATION SCHOOL** is presented by the Michigan State Police, Criminal Investigation Division. Students will receive classroom instruction and participate in the actual burning of late model vehicles, simulating incendiary and accidental vehicle fire causes. Students will then have the opportunity to examine the burned vehicles. Classes include:

- IDENTIFYING VEHICLES
- MOTIVES
- IGNITIONS & STEERING COLUMNS
- ACCIDENTAL FIRE CAUSES
- FUEL & FUEL SYSTEMS
- ELECTRICAL FIRE CAUSES
- LEGAL ASPECTS
- LIVE BURN EXERCISE

**DATES:** October 10-14, 2005

**Application Deadline:**  
September 2, 2005

**TUITION:** \$300  
\$400 Non-Resident

**USE TRAINING APPLICATION ON  
PAGE 28 FOR REGISTRATION**

**CONTACT:** Jim Porcello  
(517) 336-6650  
  
George Lutz  
(517) 336-6634

**\*PREREQUISITE:** Students registering for the Vehicle Fire Investigation School must:

- First attend the MSP/CID Fire Investigation I School. Contact MSP/CID for special instructions regarding equivalent program information.

**MCOLES REGISTERED**

## **Arson Follow-Up School (5 Days)**

**ARSON FOLLOW-UP SCHOOL** is presented by the Michigan State Police, Criminal Investigation Division, **for police and public safety officers only**. This program is **NOT** designed to instruct fire origin and cause determination, but to provide the follow-up investigator with the necessary skills to continue the investigation once a qualified fire expert has determined that the fire was arson. Various methods of instruction will be utilized to facilitate learning, including a hands-on, role-playing scenario. Classes include:

- BASIC FIRE INVESTIGATION
- ARSON MOTIVES
- CRIMINAL STATUTES
- INSURANCE PROCESS
- INVESTIGATIVE TOOLS
- ACCOUNTING
- ADVANCED INTERVIEW & INTERROGATION
- CASE PREPARATION

**DATES:** February 7-11, 2005  
**Application Deadline:**  
January 3, 2005

August 22-26, 2005  
**Application Deadline:**  
July 11, 2005

**TUITION:** \$300  
\$400 Non-Resident

**USE TRAINING APPLICATION ON  
PAGE 28 FOR REGISTRATION**

**CONTACT:** Jim Porcello  
(517) 336-6650  
  
George Lutz  
(517) 336-6634

**MCOLES REGISTERED**



# Fire Investigation Unit

## 2005 Fire Investigation Training Application

NOTE: Applications must be neatly printed or typed and fully completed. Incomplete or illegible applications will not be accepted.

SOCIAL SECURITY NUMBER		LAST NAME		FIRST NAME		M.I.	
DOB	MALE <input type="checkbox"/> FEMALE <input type="checkbox"/>	DRIVER'S LICENSE NUMBER		DEPARTMENT			
JOB TITLE		STREET ADDRESS		CITY	STATE	ZIP	
COUNTY		TYPE OF AGENCY Police <input type="checkbox"/> Fire <input type="checkbox"/> Public Safety <input type="checkbox"/> Other <input type="checkbox"/>		WORK TELEPHONE			
SUPERVISOR TITLE		FIRST NAME		LAST NAME			
EMPLOYMENT STATUS Full-Time <input type="checkbox"/> Part-Paid <input type="checkbox"/> Volunteer <input type="checkbox"/>		FDID (Fire ID)		ORI (Law Enforcement ID)		NUMBER OF YEARS IN FIRE OR POLICE SERVICE	
NUMBER OF YEARS IN PRESENT POSITION		IS FIRE INVESTIGATION YOUR PRIMARY RESPONSIBILITY? YES <input type="checkbox"/> NO <input type="checkbox"/>		PERCENTAGE OF TIME SPENT ON FIRE INVEST.		NUMBER OF FIRES YOU HAVE ACTUALLY INVESTIGATED	
TOTAL NUMBER OF FIRES INVESTIGATED IN 2003		TOTAL NUMBER OF ARSON FIRES TURNED OVER TO LAW ENFORCEMENT IN 2003 (IF FIRE DEPT)		NUMBER OF FIRES YOUR AGENCY RESPONDED TO:			
HAVE YOU COMPLETED HAZ-MAT AWARENESS?		TOTAL NUMBER OF ARSON RELATED ARRESTS FOR 2003		HAVE YOU EVER BEEN ARRESTED FOR A CRIME FOR WHICH YOU COULD HAVE GONE TO JAIL? IF YES, DO NOT PROVIDE DETAILS. YES <input type="checkbox"/> NO <input type="checkbox"/>			
INDICATE WHICH SCHOOL YOU ARE APPLYING FOR:				DATES OF SCHOOL APPLYING FOR:			

### IF APPLYING FOR FIRE INVESTIGATION II OR VEHICLE FIRE SCHOOL

BASIC SCHOOL ATTENDED (44th, September 10-21, 2001, etc.)	DATE ATTENDED:	IF NONE – ARE YOU SUBMITTING AN EQUIVALENCY REQUEST?

I CERTIFY THAT THE INFORMATION PROVIDED IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE. I AUTHORIZE THE RELEASE OF ALL CRIMINAL HISTORY INFORMATION THAT PERTAINS TO THIS APPLICATION.

APPLICANT SIGNATURE

DATE

SUPERVISOR CERTIFICATION: I HAVE REVIEWED THIS APPLICATION AND ATTEST THE INFORMATION TO BE TRUE AND ACCURATE. I ALSO CERTIFY THAT THE APPLICANT WILL BE UTILIZED AS A FIRE INVESTIGATOR UPON COMPLETION OF THIS SCHOOL.

SUPERVISOR'S SIGNATURE

DATE

- DO NOT SEND THE REGISTRATION FEE UNTIL YOU HAVE BEEN NOTIFIED IN WRITING WHETHER OR NOT YOU HAVE BEEN ACCEPTED INTO THE SCHOOL.
- DO NOT CALL THE FIRE INVESTIGATION UNIT TO INQUIRE ABOUT YOUR APPLICATION; YOU WILL BE NOTIFIED BY MAIL.
- MAIL YOUR COMPLETED ORIGINAL APPLICATION TO ARRIVE NO LATER THAN THE APPLICATION DEADLINE.
- DO NOT FAX YOUR APPLICATION – FAXED APPLICATIONS WILL NOT BE ACCEPTED.
- MAIL COMPLETED ORIGINAL APPLICATION TO:
 

Michigan State Police  
 Fire Investigation Unit  
 Fire Investigation Training Applications  
 4000 Collins Road P.O. Box 30635  
 Lansing, Michigan 48909-8135

James Porcello 517-336-6650  
 George Lutz 516-336-6634

Revised 8/23/2004

# PREVENTION SERVICES PROGRAM

## T.E.A.M. Training (5 Days)

The **TEACHING, EDUCATING, AND MENTORING (T.E.A.M.) SCHOOL LIAISON PROGRAM** is a school-based, “law related” curriculum, taught to grades K-12 by T.E.A.M. trained police officers. Officers will receive a 43-hour training program that will introduce them to over 30 lesson plans they will be able to present in their communities. The newest T.E.A.M. curriculum lesson plan introduces students to the importance of “Homeland Security” and their role in “Family Preparedness.” In addition to learning the curriculum, officers will receive training from content experts in:

- STUDENT/JUVENILE PSYCHOLOGY
- CLASSROOM MANAGEMENT
- BULLYING & HARASSMENT
- PERFORMANCE DRIVING
- SCHOOL SECURITY ISSUES

**LOCATION:** Michigan State Police Training Academy

**DATES:** Call for training dates

**TUITION:** \$890.00 (Lodging & meals)

**CONTACT:** Michigan State Police  
Prevention Services Section  
(517) 333-4006



**MCOLs REGISTERED**

# TRAFFIC SERVICES PROGRAMS

## DataMaster Breathalyzer Training

**DATAMASTER BREATHALYZER TRAINING** will be offered at the following locations during 2005:

- SAGINAW
- LANSING
- AUBURN HILLS
- ANN ARBOR
- PAW PAW
- HOUGHTON LAKE
- MARQUETTE
- GRAND RAPIDS

**DATES:** Contact Traffic Services, Alcohol Unit for 2005 dates after January 15, 2005.

**TUITION:** Training is free.  
(Lunches are included.)

**CONTACT:** Michigan State Police  
Traffic Services, Alcohol Unit  
(517) 336-6338  
MSP-AlcoholUnit@michigan.gov



**MCOLs REGISTERED**

## Standardized Field Sobriety Testing Training (NHTSA-IACP)

**STANDARDIZED FIELD SOBRIETY TESTING TRAINING** is open to all law enforcement agencies. This training will be offered at various locations in Michigan. More information, and updated training information, can be found on the Office of Highway Safety Planning's (OHSP) web site at:

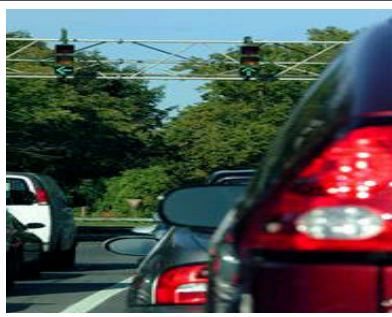
<http://www.michigan.gov/ohsp>



**CONTACT:** Bob Betzing  
Rbetzi@comcast.net  
(517) 775-5324

**STAY ALIVE**  
**don't drink and drive**

**MCOLs REGISTERED**



# **Michigan Traffic Officers Training Conference**

**Speeding  
Drunk Driving  
Safety Belts  
Red Light Running  
Aggressive Driving  
Crash Investigation  
Criminal Interdiction  
Training  
Technology**

**Sponsored by**



**Fall 2005  
Location to be determined  
See <http://www.michigan.gov/ohsp>**

# MICR TRAINING PROGRAM

## Uniform Crime Reporting Michigan Incident Crime Reporting (MICR) Training

**MICHIGAN INCIDENT CRIME REPORTING (MICR) TRAINING** offers instruction on how to use the MICR handbook. It covers old and new data elements, which need to be collected.

### OBJECTIVES:

Inform law enforcement officials responsible for UCR/MICR reporting about:

- The program requirements
- Provide instruction on the uses of the data
- Learn about various reports available
- How to correct error reports

**DATES:** Offered at a local location upon request.

**TUITION:** None

**CONTACT:** Theresa Page, Manager  
Uniform Crime Reporting Section  
Criminal Justice Information Center  
(517) 322-1150



**MCOLES REGISTERED**